



- Hard work
- Trust
- Fairness

MARSDEN HEIGHTS COMMUNITY COLLEGE
RECRUITMENT INFORMATION PACK
LITERACY LEARNING COACH
CLOSING DATE: 24TH FEBRUARY 2025
INTERVIEWS: W.C. 3RD MARCH 2025

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Welcome

Marsden Heights
COMMUNITY COLLEGE

Marsden Heights Community College joined United Learning in November 2020. In 2023, following rapid improvements, Ofsted inspected the school and rated it **Good** in all areas.

At Marsden Heights we believe that children deserve the very best of all that has been “thought and said” in every subject area by the careful selection of our core knowledge. We desire to support our pupils to grow into confident, creative and resilient adults who have a lifelong love of learning. We seek to ensure that our pupils are effective communicators, active participants and independent learners who can take their next steps into an increasingly uncertain world with secure knowledge from the range of subjects we offer.

In order to support our pupils in their academic and personal development, we believe it is essential they experience a wide range of opportunities. Our commitment to ‘Education with character’ provides wider opportunities for our pupils to access a well-rounded curriculum that extends learning beyond the classroom.

The college’s focus on learning is the driving force behind everything that we do and students are offered a diverse and challenging curriculum both inside and outside the classroom. We have high expectations and we make no apologies for being very demanding of our students and our staff, as only the best will do for our children.

Honesty, respect and trust are important to us, as is being prepared to learn and take on new challenges. We know that no one is the ‘finished article’ and we strive to do our best for our students every day. We are a welcoming school and if you join us, you will experience our ‘no blame’ culture, where everyone works together for the good of the students. It is essential that you have a restless determination and belief that all students can and will perform to the highest level.

As a United Learning academy whose motto is ‘The Best in Everyone’ you will be someone who wants the very best for all young people, irrespective of their background. We are earnest in our commitment to safeguarding our young people.

I hope you find the information you need in the accompanying pack and am sure you will find other useful information from visiting our website. You are also warmly invited to contact us by phone or visit Marsden Heights Community College ‘in action’ and meet our fabulous pupils and staff. Please visit our website:

www.marsdenheights.co.uk

I look forward very much to welcoming you to our school.

With kind regards



James Delve, Principal



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Our Ethos & Values

At Marsden Heights Community College, our vision is work together to ensure that every pupil reaches their full potential every day and is prepared for life after school.

Our Ethos	Our Values
<p>Pupils are proud to be members of Marsden Heights Community College and aspire to demonstrate these characteristics in lessons and beyond:</p> <p>AMBITIOUS To achieve the best.</p> <p>CONFIDENT To have the courage of their convictions and to take risks in the right cause.</p> <p>CREATIVE To imagine possibilities and make them real.</p> <p>RESPECTFUL To be respectful in all that they do.</p> <p>ENTHUSIASTIC To seek opportunity, find what is good and pursue their talents and interests.</p> <p>DETERMINATED To overcome obstacles and reach success.</p>	<p>We foster an environment where our values are at the core of everything we do:</p> <p>HARD WORK We encourage and support hard work, teaching pupils resilience and inspiring them to strive for their goals and future success.</p> <p>TRUST We build trust through open communication, integrity and mutual respect, creating a safe and supportive community.</p> <p>FAIRNESS We promote fairness so that every student is treated equally, and offer opportunities for growth and success for all, regardless of background or ability.</p>

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The Role

Literacy Learning Coach

Salary: Dependent on Experience plus benefits including: LGPS Pension, Health Care Cash Plan, Generous Staff Discount scheme, 3 extra inset days for planning, at least one personal leave day per year.

We are seeking to appoint a dynamic, enthusiastic and influential Literacy Learning Coach. The successful applicant must have the drive and desire to be consistently outstanding. You will be someone who shares our moral purpose of ensuring that all our young people receive the best education possible in a supportive environment from people who care about them.

The successful candidate must:

- Someone who is passionate about the education of young people and who will inspire our students.
- Someone who shares our moral purpose of ensuring that all of our young people receive the best education possible in a supportive environment from people who care about them.
- Excellent leadership skills and competencies.
- Have a commitment to support our enrichment programme by facilitating co-curricular clubs.

Closing Date: 24th February 2025

This job description is current at the date shown but following consultation may be changed by the Principal to reflect or anticipate the changing demands of the post commensurate with the grade and job title.



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Rewards & Benefits

Rewards and Benefits

Our pledge, to all our academy teachers, is that by working for us you will benefit from **more pay, more time, and more support.**

More pay...	More time...	More support
<ul style="list-style-type: none"> ■ We pay an average of 5% above national scales – the best rates of pay in the sector. ■ Cash towards medical treatment. ■ Generous staff discount scheme. 	<ul style="list-style-type: none"> ■ Three extra INSET days for planning. ■ At least one personal day a year. 	<ul style="list-style-type: none"> ■ Great training for your career. ■ Exceptional curriculum resources. ■ Expert subject advice. ■ Support for your wellbeing.

United Learning

Marsden Heights Community College is part of United Learning, a large, and growing, group of schools aiming to offer a life changing education to children and young people across England.

Our schools work as a team and achieve more by sharing than any single school could. Our subject specialists, our Group-wide intranet, our own curriculum, and our online learning portal all help us share knowledge and resource, helping to simplify work processes and manage workloads for an improved work-life balance.

JOB DESCRIPTION
LITERACY LEARNING COACH

Hours of work:	37.5 hours per week	Contracted weeks:	39 weeks
Supporting work/life balance:	5 Inset days per year, plus an additional 3 planning days, at least one personal day per year		
Reporting to:	Literacy Lead	Direct Reports:	None
Remuneration Package: Dependent on Experience			
Salary:	Dependent on Experience	Employer Pension contribution:	Local Government Pension Scheme

Role Purpose:

The Literacy Learning Coach will work closely with students, teachers, and school leaders to promote literacy improvement strategies, ensuring all students achieve their potential in reading, writing, and communication.

Main Duties and Responsibilities:

- **Literacy Support:** Provide tailored literacy support to students across various year groups, focusing on both individual and group interventions, to enhance reading, writing, and oral communication skills:
 - Run extra-curricular reading activities for all students.
 - Take responsibility for creating and implementing resources which allow students to access and enjoy reading.
 - Tutor small group reading and phonics interventions.
 - Lead the volunteer reading programme.
 - Co-ordinate the Academy's reading programme's ensuring that is embedded and delivers impact on student outcomes.
 - Manage and promote the readers clubs.
 - To accompany Academy trips to promote reading and literacy.
- **Assessment & Monitoring:** Assess students' literacy needs through diagnostic assessments and regular monitoring, tracking progress and adjusting intervention strategies accordingly.
- **Teaching and Mentoring:** Support classroom teachers in delivering high-quality literacy instruction, model effective literacy teaching strategies, and mentor students struggling with literacy challenges.
- **Professional Development:** Lead literacy-focused professional development sessions for staff to promote effective literacy teaching practices across all subjects.
- **Resource Development:** Develop and share resources, strategies, and tools to support literacy development across the curriculum.
- **Collaboration:** Work closely with teachers, SENCO (Special Educational Needs Coordinator), and other staff to support students with additional learning needs or those requiring targeted interventions.
- **Student Engagement:** Foster a love of reading and writing by organising literacy-related extracurricular activities, including reading clubs, writing competitions, and author visits.
- **Parent/Carer Communication:** Engage with parents/carers to ensure literacy development is supported at home, providing advice and strategies for effective home literacy practices.

Safeguarding

- Undertake regular safeguarding training as required.
- Ensure that statutory requirements for Safeguarding are met.
- To promote the safeguarding of young people.

General responsibilities:

- Contribute to the overall ethos/work aims of Marsden Heights.
- Provide a courteous reception to staff, young people and their parents, carers and families, and other visitors.
- Help to foster and enhance strong links with local, national and global business and education providers to support and develop opportunities for MHCC.
- Participate in training and other learning activities as required.
- Undertake relevant training as required to support the functions of the post and to enhance personal development.
- Attend meetings as and when required.
- Undertake any other duties as specified by the Assistant Headteacher - Access.

PERSON SPECIFICATION
LITERACY LEARNING COACH

Qualifications	Requirement	Evidenced
GCSE English and Maths (grade C/4 or higher).	Essential*	Application
Support Teaching and Learning Qualification.	Desirable	Application
Skills and Knowledge		
The ability to use IT effectively to support tasks and activities.	Essential	Application/interview
Good written and verbal communication skills, fluent in English.	Essential	Application/interview
A broad understanding of effective learning strategies/styles.	Desirable	Application/interview
Ability to recognise potential barriers to learning and an ability to develop plans to overcome these.	Desirable	Interview
Understanding of different strategies to manage behaviour and social skills development in a classroom context.	Desirable	Application/interview
Working knowledge of strategies available to support children with additional needs.	Desirable	Application/interview
Knowledge of the role of external agencies and the role that they can play to provide support for pupils.	Desirable	Application/Interview
Good problem-solving skills.	Desirable	Application/Interview
Experience		
Extensive experience of working as a Teaching Assistant	Essential	Application/Interview
Experience of Leading a Team	Desirable	Application/Interview
Working with children across the age and ability range appropriate to the role.	Desirable	Application/interview
Working with children with additional needs in a similar role.	Desirable	Application/Interview
Personal Characteristics		
A commitment to own continuous professional development and learning.	Essential	Application/interview
Demonstrates a commitment to treating others fairly, consistently and with respect championing our inclusive culture.	Essential	Application/interview
Passionate about making a difference to young people and our communities.	Essential	Application/interview
Approachable and patient.	Essential	Application/Interview
Other		
Committed to the safeguarding of young people.	Essential	Application/interview
Willingness to participate in training, particularly First Aid and Team-Teach.	Essential	Application/Interview

Marsden Heights Community College is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced DBS check. The academy is committed to safeguarding and promoting the welfare of children and young people and it expects all staff and volunteers to share this commitment.